

**BUILDING & GROUNDS COMMITTEE MEETING
MINUTES**

August 29, 2022

Members Present: Pam Deppe, Brad Miller, Jeff Thomas, Paul Truax

Members Absent: Matt Hartman, Vera Small

Others Present: Stephanie Butcher, Byron Deaner, Jeff Wilhite, Denise E. McCrady (Secretary)

Chair Deppe called the meeting to order at 5:03 p.m.

A motion to approve the minutes from July 25, 2022 was made Miller and seconded by Truax. Motion carried (4-0).

Stephanie Butcher, Information Systems, requested approval of two purchase orders and a pre-travel request. A motion to approve the request was made by Truax and seconded by Thomas. Motion carried (4-0).

Jeff Wilhite, County Administration, gave a presentation on the upcoming addition to the County's website and requested approval of a purchase order. A motion to approve the request was made by Truax and seconded by Miller. Motion carried (4-0).

A motion to accept the Purchase Reports was made by Thomas and seconded by Truax. Motion carried (4-0).

Byron Deaner, Facilities Manager, presented his monthly report.

There was no Old Business or Public Comment. There is a special Building & Grounds Committee meeting scheduled for Tuesday, September 6th, at 5:15 p.m.

A motion to adjourn was made by Truax and seconded by Thomas. Motion carried (4-0).

Meeting adjourned.